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Collecting Wipe Samples for Residue Analysis		
Revision: #1	**Replaces: 4/8/02**	**Effective: 2/13/03**

1. Purpose: This SOP provides uniform procedures for the collection of wipe samples of organic chemical residues or dusts from surfaces. Wipe samples are taken to determine the degree of surface contamination and provide information on environmental exposure. The following methods should not be used to sample human skin or personnel protective equipment.

2. Supplies Required: To request additional sampling equipment and supplies, contact the **Laboratory Supplies Coordinator at the APHIS Analytical & Natural Products Chemistry Laboratory (ANPCL), in Gulfport, MS at (228) 822-3106, or 822-3134.**

2.1 swab sample kit - obtain from ANPCL: includes one 3"x3" sterile gauze pad and one resealable plastic bag for shipping. Do not use gauze obtained from stores.

2.2 isopropyl alcohol

2.3 metric ruler

2.4 pencil

2.5 permanent ink marker

2.6 ice chest and blue or wet ice

2.7 field log book

2.8 APHIS 2060 Form

3. Collection of wipe samples: Select surface to be sampled. It should be a relatively flat and smooth surface that can be easily and thoroughly wiped with the gauze. A single sample will be of a 100cm^2 area (10cm x 10cm).

3.1 prior to leaving the office, determine the number of wipe samples that will be collected that day. Label that number of resealable plastic bags from the wipe kits with the sample identification code that you assign for each site/sample using indelible ink (a suggested code would be the bar code on the corresponding 2060 Form which would provide a unique identity number);

3.2 take these pre-labeled bag kits (plus a couple of unlabeled bags) to the sample collection site;

3.3 identify the 100cm^2 area(s) to be sampled;

3.4 prepare a sketch of the area, noting the cotton field, sample location, and any obstructions between the two;

3.5 put on a fresh clean pair of gloves;

3.6 prepare a gauze pad by moistening it (do not soak) with isopropyl alcohol.

3.7 wipe the area of 100cm^2. If the surface area available is less than 100cm^2, wipe as much as possible and document the size of the wiped area. The wiped area should be estimated as accurately as possible using a ruler;

3.8 Apply pressure while wiping to ensure as complete a collection of the material as possible;

3.9 To ensure that all portions of the area are wiped , start at the outside edge and progress toward the center making concentric squares of decreasing size;

3.10 Being careful not to allow the gauze to touch any other surface, fold it over with the wipe surface to the inside and insert it into the 3" x 3" bag in which the pad was shipped;

3.11 Complete an APHIS Form 2060 for each wipe sample, recording type of sampling surface, **size of the area sampled**, location, a sketch of the sampling site, and all other pertinent information;

3.12 Place each sample into a 12" x 12" resealable plastic bag along with the blue copy of its APHIS Form 2060, then seal the bag.

3.13 place sample in an ice chest and keep it cold until returning to the office, then freeze until sending to the lab;

3.14 Repeat the above steps for additional samples.

Package and ship the soil samples as described below

4. 1 Place all the samples to be shipped to ANPCL into an insulated shipping container. The shipping container must also contain sufficient dry ice to maintain samples in the frozen state throughout shipment. Do not use loose ice. Dry ice is preferred, but blue ice or regular ice sealed separately in zip-loc bags are acceptable.

4.2 Before sealing the shipping container combine all of the white copies of the APHIS Form 2060 for all of the samples in the shipping container and place them into the top of the shipping container that contains the samples.

4.3 Using strapping tape, securely seal the shipping container, which contains the samples, their documentation and dry ice.

4.4 Ship the samples using an overnight delivery service to:

USDA-APHIS-PPQ-CPHST
Analytical & Natural Products Chemistry Laboratory
3505 25th Avenue, Building 4
Gulfport, Mississippi 39501

4.5 Send photo-copies of the appropriate sections of the field log book, any sketches, maps or aerial photographs relating to the samples and the yellow copy of the completed APHIS Form 2060 to your point of contact at:

USDA-APHIS-PPQ
Environmental Monitoring Team
4700 River Road, Unit 150
Riverdale, Maryland 20737-1237

For further information contact the USDA-APHIS-PPQ Environmental Monitoring Team at 301-735-7175 or 301-734-5105.